

**Los Angeles County Department of Mental Health
Transitional Age Youth System of Care (TAY-SOC)
Quality Improvement Committee Meeting**

Meeting Minutes: April 25, 2013
Location: West Central Mental Health
3751 Stocker St, Los Angeles 90008

Chair: Staci Atkins, Chairperson
Minutes: Debresha Mc Daniel

Start Time: 9am
End Time: 11am

Attendees:

Atkins, Staci - DMH/SA 6 Administration
Auer-Arriaga, Christina - AFH-CRS/FSP/FCCS
Chavez, Joseph-St. Francis Medical Center
Crosby, Mary-DMH/QI Division
Davis, Margaret-Personal Involvement Center
Dobbs, Dr. Lori-DMH/QA Division
Echeverria, Liz - SCHARP/Barbour & Floyd
Espinass, Lani-Crittenton
Fisher, Cathy - 1736 Family Crisis Center
Garnica, Andrea - Weber Community Center
Harvey, Lisa-EMQ/Hollygrove
Johnson, Tamela-Personal Involvement Center
Kim, Kathleen -Counseling4Kids
Leon, Lori-CII
Mace, Tsuilei-Shields for Families
McDaniel, Debresha-DMH/SA 6 Administration
Murray, Shannon-WLCAC
Nguyen, Mimi-SSG/API

Oh, Agnes-Drew Child Development Center
Ridgway, Angelia-DMH/AFH
Sagun, Jaclyn-Alafia Mental Health Institute
Spears, Kimberly-DMH/SA 6 Administration
Sullivan, Ashlei-Didi Hirsch
Vigil, Andy-Drew Child Development Center
Wilkerson, Kameelah-Hathaway-Sycamores
Woods, Rosary-Kedren Mental Health

Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Welcome & Introductions		
Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Review of Minutes for March	<ul style="list-style-type: none"> Standard 	<ul style="list-style-type: none"> Minutes will be emailed for approval
Quality Improvement-Staci Atkins		
Cultural Competency Committee Updates	<ul style="list-style-type: none"> Staci Atkins solicited feedback from QIC regarding update to Provider Directory; QIC provided suggestions for culture category set to be included. Committee is taking new members. Meetings are held on the 2nd Wednesday of every month from 1:30-3:00pm at 550 Vermont 6th Floor. Please send Staci an email if you are interested. SA Provider Directory is need of more cultural services and Staci asked for feedback. Feedback could be translations of languages, grief groups, foster children, parenting, immigration, undocumented youth, Domestic Violence etc. 	
Clinical Quality Improvement-OMD Report	<ul style="list-style-type: none"> No OMD Report 	
Patients Rights Office	<ul style="list-style-type: none"> Patients Rights an increase in patient complainst due to Healthy Families transitioning to Medical. 	
APS/CAEQRO Site Visit	<ul style="list-style-type: none"> Will be held on April 29th and 30th in a centralized location. Process will include focus groups for Latinos and TAY population. 	

Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
<p data-bbox="157 183 619 219">Quality Assurance-Staci Atkins</p> <p data-bbox="157 272 619 308">DHCS Update</p> <p data-bbox="157 576 619 612">IBHIS Update</p> <p data-bbox="157 912 619 948">Medical Records</p>	<ul data-bbox="674 264 1228 1404" style="list-style-type: none"> • There will be a MAA work group taking place to work on changes to the MAA form. It will help providers to learn how to use MAA and bill medical in an effective way. They would like to simplify the process. More information to follow. • Updated information should have been inputted by DO, LE Providers should be entering their information now. Stressed the importance of IBHIS information matching NPPES information. • Next keepers meeting for Directly Operated is on July 25 from 9-12pm location 550 Vermont Ave. 2nd Floor. • Photocopy of records needs to be consistent across the board regarding fees for clients and lawyers. The first copy is free for clients one time a year. If client wants a more than one copy within the year it will be \$.25 per page. • May have Health Information Technicians (HIT) participate in chart reviews for DO agencies. 	

QA Technical Assistance	<ul style="list-style-type: none"> • Status of LPCC for Contracted Agencies. • SB 1407: Client Access, signing consent and CCCPs. Is not an issue of consent it is the release of records only. For LE it is an agency by agency decision and each agency needs to contact their counsel regarding the issue. • Draft Clinical Records Bulletin Edition 2013-01: Children's COD forms: Forms are still in draft form, and scheduled to be released in MAY. • Nurse DSM Training Policy: Policy still in draft form and trainings are tentatively scheduled. • COS training in June and Basic Documentation training in May 16th. Employment Education Training is taking place on June 11th. The Housing Conference is taking place June 12-13, 2013 at the California Endowment Center. Contact Lucious Wilson, Training Coordinator for more information. • COS Form: Workgroup in the process of revising the COS form. • Day Treatment Workgroup: Those who are interested in participating please contact Staci. 	<ul style="list-style-type: none"> • See Handout • See SA 6 QIC Newsletter
-------------------------	--	--

Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Updates	<ul style="list-style-type: none"> • PEI Claiming Guide Update: New guide will come out. • 104.09 Clinical Documentation Policy: Will be added more detail due to audit findings. • Organizational Providers Manual Changes: Working changes. 	
Service Area 6 Quality Assurance and Improvement Newsletter-April 2013		<ul style="list-style-type: none"> • Handout was provided.
Open Agenda	<ul style="list-style-type: none"> • Request to change provider report was discussed. Providers are to contact Staci about corrections. 	<ul style="list-style-type: none"> • Handout was provided.

Staci Atkins
Staci Atkins

5/23/13
Date